

MINUTES July 28th, 2017
LICENSED PROFESSIONAL COUNSELORS BOARD OF EXAMINERS
Approved September 22nd, 2017

The meeting was called to order by K Steele at 12:42 PM. The Board Secretary took the roll call and determined a quorum was present.

Members Present:

P Millhollon
K Steele
R Cathey
C Guillotte
N Pierce
J Mims
E Cowger

Members Absent:

L Choate
G Perkins
D Mayeux
E Airhia

Guests Present:

S Murphy M Songe
F Myers Y Chiro

Staff Present:

M Olsan

Agenda

K Steele, Board Vice-Chair served as the Acting Board Chair for the July meeting upon the prior request of Board Chair, L Choate. K Steele asked for a motion to approve the agenda. J Mims motioned to approve the agenda. E Cowger seconded. All approved; no abstentions. No public objection.

Board Meeting Minutes

K Steele asked for a motion to approve the May Board Meeting minutes. J Mims motioned to approve the May Board Meeting minutes. E Cowger seconded. All approved; no abstentions.

Committee on Disciplinary Affairs – K Steele, L Choate, N Pierce

K Steele asked M Songe if she would like to speak regarding her case. M Songe presented a prepared statement and asked if the Board would consider reinstating her LPC license.

Executive Session: K Steele asked for a motion to enter Executive Session. J Mims motioned to enter Executive Session to discuss the licensure status of Margaret Songe, Disciplinary Case 16/17-30. E Cowger seconded. All approved; no abstentions. K Steele asked for all members of the public, including M Songe to leave the room. K Steele asked for a motion to exit Executive Session. All members of the public were invited to return to the meeting. P Millhollon motioned to exit Executive Session and to resume the meeting. E Cowger seconded. All approved; no abstentions.

E Cowger motioned for M Songe to provide additional information to the Board regarding her medical and health status in addition to all other information previously requested. He further motioned that such information must be received before the Board may assess Songe's status and ability to practice. J Mims seconded. All approved; no abstentions. K Steele explained the Board's decision to M Songe. Specifically, she explained that all required information was not received regarding M Songe's status in a timely manner. K Steele requested additional information from M Songe's medical and other health professionals to be submitted to the Board prior to the next Board meeting. M Songe asked clarifying questions and thanked the Board for their time and for listening. K Steele informed M Songe that details regarding all required information would be provided to her in writing following the Board meeting.

K Steele presented the Disciplinary Affairs Committee Report:

Official Complaints Received since May 19, 2017:

16/17-68: Unprofessional Conduct/Inappropriate Documentation
16/17-69: Misrepresentation of Credentials*
17/18-01: Fraudulent Billing
17/18-02: Inappropriate Relationship/CCE (3rd party complaint)
17/08-03: Unprofessional Conduct

Cases to Open:

16/17-68: Unprofessional Conduct/Inappropriate documentation
16/17-69: Misrepresentation of Credentials*
17/18-01: Fraudulent Billing
17/18-02: Inappropriate Relationship/CCE (3rd party complaint)

Cases to Close:

15/16-49: Medicaid Fraud*
16/17-20: Unlicensed Practice*
16/17-22: Misrepresentation of Credentials*
16/17-24: Practiced without Active Supervision*
16/17-25: Unprofessional Conduct
16/17-28: Unlicensed Practice*
16/17-29: Unlicensed Practice*
16/17-32: Unprofessional Conduct
16/17-36: Unprofessional Conduct
16/17-39: Unprofessional Conduct

Complaints to Dismiss:

16/17-23: Negligence (non-client relationship)
16/17-51: Unprofessional Conduct

*Board-Initiated

K Steele reported a total of 61 active disciplinary cases. N Pierce motioned to accept the Disciplinary Affairs report. All approved; no abstentions.

K Steele asked for a motion to amend the agenda to allow public member, F Myers to speak regarding her licensure endorsement application. No objection was heard from the public. J Mims motioned to amend the agenda as such. P Millhollon approved. All approved; no abstentions.

F Myers presented information regarding her educational and professional background. She also reminded the Board that she was a military spouse. She expressed concerns over the Board's ruling regarding her application and questioned the Board's decisions. E Cowger, K Steele, C Guillotte, and M Olsan provided information regarding the Board's application process, rule-writing practices, involvement on the national level regarding portability challenges, and concerns over F Myer's educational and practice requirement deficiencies.

Recess: K Steele called for a motion for recess. E Cowger motioned for a recess. P Millhollon seconded. All approved; no abstentions. K Steele asked for a motion to reconvene the meeting. J Mims motioned to reconvene the meeting. E Cowger seconded. All approved; no abstentions.

Committee on Legislative Affairs –K Steele, J Mims, M Olsan

M Olsan, at the request of M Feduccia, presented the LCA report. Specifically, she presented information regarding Act 235 and SB 75 of the 2017 Regular Legislative Session.

Committee on Licensure/Supervision/Appraisal –E Cowger, P Millhollon, J Mims, C Guillotte

E Cowger reported 285 applicants were reviewed for provisional licensure/licensure/supervision for PLPC/LPC/LPC-S June and July 2017. The data includes those practice settings and expedited applications approved each month by Board Staff.

Application Type	June	July	Total
LPC Application for Licensure	22	36	58
54 APPROVED; 4 DENIED			
LPC Endorsement Application	1	12	13
4 APPROVED; 9 DENIED			
PLPC Application (Section 1, 2, 3)	21	37	58
45 APPROVED; 13 DENIED			
PLPC Application: Section 1 Only	2	5	7
6 APPROVED; 1 DENIED			
PLPC Application: Section 1 and 2 Only	0	0	0
N/A			
PLPC Application: Section 2 Only	0	0	0
N/A			
PLPC Application: Section 2 and 3 Only	0	1	1
1 APPROVED			
PLPC Application: Section 3 Only	0	1	1
1 APPROVED			
PLPC: Change/Add Supervisor	11	6	17
17 APPROVED			
LPC Supervisor Application	8	12	20
17 APPROVED; 3 DENIED			
Appraisal Privilege	1	0	1
1 APPROVED			
LPC Areas of Expertise Review	0	0	0
N/A			
Application for Expedited Processing	15	35	50

PLPC Practice Setting Updates	37	22	59
Total LPC Folders Reviewed	118	167	285

J Mims discussed F Myer's application in depth. The Board discussed their concerns and next steps for F Myer's. J Mims re-explained licensure endorsement process.

E Cowger discussed school counselor time off while PLPCs (such as during summer or other holiday breaks). The Board discussed our current practice and asked M Olsan to memorialize as an official Board policy.

C Guillotte reported 17 applicants were reviewed for provisional licensure/licensure/supervision for PLMFT/LMFT/LMFT-SC/LMFT-S June and July 2017.

Application Type	June	July	Total
LMFT Application for Licensure	1	2	3
3 APPROVED			
LMFT Out-of State Applications for Licensure	0	2	2
2 APPROVED			
PLMFT Section 1,2,3	3	3	6
5 APPROVED; 1 DENIED			
PLMFT Section 1 Only	0	0	0
N/A			
PLMFT Section 2 and 3 Only	0	0	0
N/A			
PLMFT Change/Add Practice Setting	1	1	2
2 APPROVED			
PLMFT Change/Add Supervisor	0	0	0
N/A			
LMFT SC Application: Section 1	0	0	0
N/A			
LMFT SC Application: Section 2	0	0	0
N/A			
LMFT Supervisor Cand. (Section 1 & 2)	0	1	1
1 APPROVED			
LMFT Supervisor	0	1	1
1 APPROVED			
Application for Expedited Processing	1	1	2

E Cowger motioned to accept the Licensure Committee and Supervision report. All approved; no abstentions.

Marriage and Family Therapy Advisory Committee (MFTAC) Report –P Millhollon, K Steele, R Cathey, C Guillotte

P Millhollon reported the MFTAC was still working on the revised handbook and LMFT supervisor orientation video. The power point presentation for the video should be complete in January. P Millhollon provided an update on the MFTAC rule promulgation process. She also reported the MFTAC was developing a rules wish list specific to MFTs. She further discussed MFTAC's preparation for their presentations at the LCA conference in October. She also reported M Olsan removed the LMFT-BAS policy from the Board website.

M Olsan asked for formal approval to not require LMFT Supervisors renewing by December 31, 2017 to complete the supervisor orientation/refresher training. P Millhollon reported that the MFTAC made that determination during their meeting given that the training was still being updated. M Olsan thanked the MFTAC for their help. P Millhollon motioned to accept the MFTAC report. All approved; no abstentions.

Committee on Correspondence – M Olsan, K Steele

M Olsan presented correspondence from A Ferguson RE name change fees. She reminded the Board of A Ferguson's correspondence on the same topic in 2013. The Board discussed the correspondence in depth and recommended that the Rules Committee review Board Rules regarding name change fees.

M Olsan presented correspondence from an anonymous source regarding concerns of the role of school counselors in school systems. The Board discussed the matter and recommended M Olsan follow up with M Feduccia of LCA.

M Olsan provided an update on the national portability process for counselors and presented information from AASCB, ACES, AMHCA, and NBCC. She also presented correspondence from ACA on the same topic. The Board discussed both portability proposals as compared to the Board's current endorsement process. M Olsan explained how the current LPC endorsement process could be adjusted slightly (via a rule change) to adopt the National Counselor Licensure Endorsement Process (NCLEP) endorsed by AASCB, ACES, AMHCA, and NBCC. M Olsan reminded the Board of her role on the Portability Taskforce comprised of leadership from AASCB, ACES, AMHCA, and NBCC. C Guillotte motioned for the Rules Committee to review this issue. E Cowger seconded. All approved; no abstentions.

M Olsan presented a proposal from NBCC regarding the NCE and NCMHCE. J Mims reported discussion by the Licensure Committee. Specifically, she reported the Licensure Committee was not in favor of pre-approval of academic backgrounds by the Board in order for potential applicants to take either exam. The Board agreed. M Olsan explained the need for exam fee increases as presented by NBCC. E Cowger asked M Olsan to ensure NBCC informs applicants that taking and passing exam does not guarantee state licensure. E Cowger motioned to accept the new agreement with NBCC pending acceptance of this request. J Mims seconded. All approved; no abstentions. M Olsan to present to L Choate at following Board Meeting.

Public Comments: F Myers presented additional information to the Board regarding her application process and asked additional questions. M Olsan explained the Board's work and consultation with the military, including during the rule-writing process. F Myers asked if M Olsan's work on the national level RE portability was a conflict of interest. M Olsan explained that her work on the national level has helped Louisiana develop an endorsement process that is much more streamlined than other states. C Guillotte and P Millhollon provided F Myers with information on other ways she could be involved with her profession and support military and military spouses.

Committee Professional Assistance Program (PAP) –P Millhollon, R Cathey, E Airhia

R Cathey reported closing PAP cases 04, 07, 10, and 12. R Cathey motioned to accept the PAP report and recommendations. All approved; no abstentions.

Committee on Rules –E Cowger, J Mims, K Steele, K Steele, M Olsan

J Mims discussed next steps and possible locations for a Rules Committee retreat. M Olsan to work with J Mims to schedule next meeting and to prioritize the rules wish list.

Committee on Personnel – K Steele, M Olsan

M Olsan presented an update on the status of training our new disciplinary case assistant, schedule changes, and an update on the hiring of an administrative assistant.

Financial Report(s) – M Olsan

M Olsan presented the April, May, and June 2017 financial reports. She explained supporting documentation for each report was available to P Millhollon for review. P Millhollon motioned to approve the April, May, and June 2017 financial reports. E Cowger seconded. All approved; no abstentions.

Ad Hoc Committee on Budgeting –K Steele, E Cowger, M Olsan

M Olsan presented information regarding the status of each of the Board’s contracts. She also updated the Board regarding the Board Office’s current lease.

Recess: The Board chose not suspend the meeting for an additional recess.

Executive Director Report – M Olsan

M Olsan presented the Executive Director Report—including an update on recent work for AASCB, MFTAC, and AMFTRB.

LAMFT Liaison Report – M Olsan

M Olsan presented the LAMFT liaison report. She included information RE feedback provided to LAMFT RE teletherapy.

LCA Liaison Report – M Olsan

M Olsan presented the LCA liaison report. She included information RE feedback provided D Austin RE the DCC credential.

Old Business – K Steele, M Olsan

K Steele reminded the Board Members to complete their annual ethics training. M Olsan reported the training is due at the end of each calendar year.

New Business – K Steele, M Olsan

M Olsan reminded the Board Members of the deadline for submitting proposals for AASCB.

The Board discussed the December 2017 Board Meeting Date and several conflicts. P Millhollon motioned to move the December 2017 Board Meeting Date to December 8th, 2017. J Mims seconded. All approved; no abstentions.

K Steele announced the next Board Meeting on September 22nd, 2017 at 12:30PM and reminded the Board of the LCA Conference on October 1st-3rd, 2017 in Baton Rouge, LA.

Closing

K Steele asked for a motion to adjourn the meeting. J Mims motioned to adjourn the meeting at 4:45PM. E Cowger seconded. All approved; no abstentions.

Respectfully Submitted By,
Mary Alice Olsan, Executive Director